

Delta City

Job Description



Job Title:	Public Works Operator Trainee	Job Code:	214
Division:	Operations	Effective Date:	04/14
Department:	Public Works	Last Revised:	

GENERAL PURPOSE

Acting in a "restricted" capacity, performs a variety of **semi-skilled duties** related to the construction, installation, maintenance and repair of city public works service systems including streets, water distribution, waste water collection, waste water processing and city environ maintenance.

SUPERVISION RECEIVED

Works under the immediate to close supervision of the Field Supervisor or assigned senior Public Works Operator.

SUPERVISION EXERCISED

None.

ESSENTIAL FUNCTIONS (PERFORMS SOME OR ALL OF THE FOLLOWING IN A LEARNING CAPACITY)

Water: Operates backhoe and trenching equipment; performs installation or repair of water service connections, water lines and meters, repairs or replaces plugged water meters; repairs water mains; cleans and maintains storage tanks, springs and wells; thaws water pipes; repairs or replaces fire hydrants and water regulators; monitors water meters and pressure regulators; radio reads and repairs meters.

Operates a variety of hand tools and small power equipment such as jack hammers, roller, compressors, packing machine, threading machine, tapping machine and tampers; installs new water lines using pipe threader, tapping machine, welder, pipe cutting saw, pipe and cable locator; repairs old water lines; tears out and repairs curb, gutter and street in locating and uncovering broken lines; builds meter boxes; builds extensions to raise or lower existing boxes as needed; cleans tools and equipment; draws water samples.

Sewer: Performs sewer collection system installation, maintenance, and repairs; operates a variety of hand or power equipment, including tapping machine, jack hammer, compactor, rodding machine, etc.; Installs new sewer mains; taps mains to make service connections; repairs leaks in sewer system(s); operates sewer truck/JetVac; maintains and cleans city sewer collection system main lines; inspects manholes and sewer lines to detect leaks or malfunctions; bolts leak-proof collars to mains to stop leaks; seals joints with cementing compound; opens clogged sewer lines using various pipe cleaning equipment.

Streets: Operates specialized heavy equipment such as single & tandem axle dump trucks, road graders, front-end loaders, backhoe, bucket trucks, roller, snow plow, sanders, excavator, street sweeper, and other similar equipment in the construction, maintenance and repair of various public works projects and sites; performs cement work on flat surfaces, curbs, and gutter; grouts surfaces and joints.

Transports and deposits various construction materials such as sand, salt, gravel, dirt, asphalt, etc.; performs hot and cold mix patching, storm drain cleaning, repair and construction, snow and ice control, debris collection, etc.; participates in work site safety procedures; sets up barricades, safety signs and signal equipment; checks and services assigned equipment; performs routine maintenance and emergency repairs; reports mechanical problems to the shop for repair; paints lane stripes and parking stripes.

Participates in tree trimming projects as needed to ensure safe travel and operations in the public right-of-way for city workers and the general public.

Vehicle Preventative Maintenance: Performs routine maintenance functions as needed to ensure safe and efficient vehicle and equipment operations; follows general preventative maintenance schedules related to fluid levels, air pressures, electrical functions, hydraulics, etc.; may perform general welding and part fabrication.

Facilities Maintenance: Participates in the construction, maintenance and repair of city structures and facilities including framing, roofing, plumbing, electrical, HVAC, etc.

Performs related duties as required.

MINIMUM QUALIFICATIONS

1. Education and Experience:

A. Graduation from high school;

AND

B. Sufficient experience to demonstrate the ability to perform above duties;

2. Knowledge, Skills, and Abilities:

Some knowledge of operating basic manual and power tools; the standard practices, methods, the occupational hazards and safety precautions of trench work construction and pipeline maintenance work; hazards common to heavy equipment operation; interpersonal communication skills.

Some skill operating common power tools.

Ability to perform heavy physical labor; develop and maintain effective working relationships with co-workers and the general public; communicate effectively, both verbally and in writing; tolerate weather extremes in the work environment; ability to perform basic mathematical computations in reading and using various meters, gauges and related devices.

3. Special Qualifications:

May be required to become a certified flagger. Must be able to lift 50-75 pounds. Must be willing to work on-call duty and 24 hour standby. Must pass a pre-employment background check and drug screen.

4. Work Environment:

Tasks require variety of physical activities, involving varying degrees of muscular strain, related to walking, standing, stooping, sitting, reaching and lifting. Essential functions require talking, hearing and seeing. Common eye, hand, finger dexterity are essential to daily functions. Mental application utilizes memory for details, verbal instructions, emotional stability, discriminating thinking and creative problem solving. Regular local travel required in normal course of job performance. Daily exposure to hazardous conditions such as: working on high ladders and in manholes; daily potential for hazardous exposure to methane, hydrogen sulfide and chlorine gases; daily potential for hazardous exposure to oxygen deficient atmosphere; daily exposure to seasonal changes and weather extremes; daily potential for hazardous exposure to electrical shock, industrial wastes and raw sewage (containing pathogens such as typhoid, paratyphoid, dysentery, polio, tetanus, etc.); daily exposure to moving parts and equipment such as pumps, motors, heavy equipment, etc.; daily exposure to stressful environmental conditions such as dust, fumes, dampness, cold, heat and noise.

Disclaimer: The above statements describe the general nature, level, and type of work performed by the incumbent(s) assigned to this classification. They are not intended to be an exhaustive list of all responsibilities, demands, and skills required of personnel so classified. Job descriptions are not intended to and do not imply or create any employment, compensation, or contract rights to any person or persons. Management reserves the right to add, delete, or modify any and/or all provisions of this description at any time as needed without notice. This job description supersedes earlier versions.

I _____ have reviewed the above job description. Date: _____
(Employee)